

We Make a  
**Difference**



VICTORIA  
Primary Academy

# Hello and Welcome

As your child embarks upon school life at Victoria, I extend a warm welcome on behalf of the staff and children who make up our school community.



I am very proud to introduce myself as Principal here at Victoria Primary Academy, which recently achieved a 'Good' grading from Ofsted in September 2022.

As an academy within a strong partnership of five schools, we are determined to create brilliant primary provision for our children. Since joining Victoria, I have worked with our fantastic team of staff and governors to set about securing the improvements our children deserve. As recognised by Ofsted, we are well on our way to realising our ambition of providing a school experience which every child at Victoria remembers with joy in their heart, long after they have left us.

We want our school days to be full of fun and magical experiences alongside high quality teaching and learning in all areas of the national curriculum, so that our children are ready and eager to take their next step into the secondary phase of education, with great confidence.

Most important of all, we want our children to be kind and caring members of the community who fully understand that their dreams are there to become a reality, with the right blend of ambition and hard work.

Please take a few moments to read our prospectus and gain a fuller appreciation of the magic that is happening every single day here at Victoria. We very much look forward to meeting you and your child and to working in partnership with you in the many years ahead.

**Mr Jon Green**  
Principal



## Our Vision

It is our ambition to develop confident individuals who are able to live safe, healthy and fulfilling lives, who are responsible citizens and who make a positive contribution to society, long after they have left us.



We believe that first hand, memorable experiences are an essential part of the primary school journey which every child is entitled to. Situated on the edge of Leeds city centre, we have some amazing opportunities available to us as a school community.

Whether it's trips to our fantastic local parks, theatres or museums, or taking advantage of the incredible sporting facilities that Leeds has to offer, we want our children to know and love the city and be proud to be part of such a vibrant and diverse culture.

**Our core business is to ensure that our pupils achieve. We believe that if we nurture children who enjoy learning, they will make fantastic progress and secure our high ambitions.**

Our wonderful curriculum - alongside a teaching team who are experts in bringing those plans to life in the classroom - fosters that love of learning and our children develop their appetite for hard work and success.

As a school community, we have **6 main aims:**

- 1 To ensure all children at Victoria have access to a state of the art curriculum and a talented staff team who ensure that any barriers to learning can be overcome.
- 2 To support the growth of our children so they become curious individuals who are fearless in their learning.
- 3 To lead a curriculum which is ambitious, creates long lasting memories and an appetite for learning which lasts a lifetime.
- 4 To form supportive partnerships with parents to ensure every child's academic success, social development and wellbeing.
- 5 To create a brilliant learning environment and provide a rich range of resources which optimises opportunities for learning.
- 6 To create a culture where kindness is at the heart of everything we do.

## Victoria Values

We know that through the time they spend with others, children develop a strong set of beliefs and values which shape them for the rest of their lives.

These values find their way into every interaction and form the basis for a strong moral code which guides our children throughout their years with us and into their future.

Our values are deliberately simple so that all of our children develop a full understanding of what it means to uphold our shared values, both within school and beyond:

**Our expectations of behaviour in school are high.** The behaviour policy focuses on a restorative approach to challenging behaviours and we understand behaviour as a form of communication. Through high support and high challenge, we create a culture of reflection and repair based on the principles of restorative practice. This allows children to understand cause and effect, develop empathy towards others and intrinsically make good choices. We have high expectations of behaviour and support each child to meet our expectations.

Our children learn what it means to be a good citizen through our daily endeavours, where a culture of kindness, compassion and empathy enables everyone to thrive.



# The Victoria School Day

Breakfast Club opens at 7:30am each morning. This is free of charge and is offered to all children from Reception to Year 6.

We offer free breakfast to all of our pupils, who can settle in and enjoy a range of cereals, a hot, buttered bagel or toast each morning. As well as having the opportunity to eat a good breakfast, children have the chance to meet up with friends, play games and complete fun activities before the school day begins. Breakfast Club is very popular and is one way of giving our children a great start to their day.

**Classrooms open from 8:30am each day and we encourage all children to arrive at this time, although the school day officially starts at 8:45am.** This morning welcome session provides a fantastic start for all children, as it enables them to meet and greet their teachers and friends informally before lessons begin at 8:45am.

Teachers make great use of our extensive IT during this 'early bird' session so that all children have the opportunity to get ahead with their learning for the day ahead, revisit yesterday's learning where that is beneficial or just use the time to improve on their rapid

recall of the basics, such as Times Tables, through games.

**Pupils arriving after 8:45am will be marked as late and - most importantly - will miss important learning, so please help your child to achieve by getting them into school on time every day.** Should your child's late arrival become consistent, we will work with you to understand the problem and improve this.

**The formal school day ends at 3:15pm and all pupils from Reception to Y4 must be picked up by a designated adult.** Children in Y5 and Y6 are permitted to walk home independently where we have been given your prior written consent to do so.

We offer a wide range of after-school clubs each year and will publish a full list each term. These clubs are run by school based staff or external expert providers who work closely with us, and are great fun for the children. Clubs include activities such as computing, sport, textiles, baking, art work, music and much, much more. Children love this time to mix with children outside of their class and to work with adults who may not be their class teachers. Our extra-curricular offer forms an important part of the magical school experience we are aiming for and we hope that your child will find something they love as a result of their involvement in this important part of our school life.

## Foundation Stage – Nursery and Reception

In Early Years, we celebrate the uniqueness of each child. We recognise that they all learn and develop in different ways and at different rates and because of this, we tailor the learning of each child to their needs whilst remaining very focused on the skills and experiences which all children need in their first years at school.

We are proud to play our part in helping children grow into confident and independent learners. We know that children develop rapidly with the right amount of risk and challenge and that the environment we have provides this, as well as supporting the development of critical thinking, resilience and perseverance.

We recognise that the environment plays a significant role in supporting children's learning and development and so our indoor and outdoor spaces are designed so that children want to come and play! Through this, your child will develop their knowledge and skills across a broad EYFS curriculum - even though they may tell you they've just been playing!

Our youngest pupils join us the term after their third birthday, beginning Nursery in either September, January or April each year. You can access either 15 hours of free Nursery provision for your child, or take advantage of our free 30 hour provision if you are eligible. Please speak to us as soon as you are thinking

about your child beginning with us so that we can help you with the application process.

**Your 15 hours of Nursery provision can be taken each morning (8:30am-11:30pm) or each afternoon (12:15pm-3:15pm). If you are able to access 30 hours, your child will stay with us for lunch as well as enjoying both morning and afternoon sessions - so will be with us between 8:30am and 3:15pm each day.**

Your child begins their formal education full time in Reception in the September following their fourth birthday. Again, the Reception day is from 8:30am until 3:15pm each day. Your child starting 'big school' is a huge occasion and one which we are delighted to share with you!



## Foundation Stage – Nursery and Reception

We believe that every child is capable of achieving and our team is dedicated to ensuring that each child secures academic success and is ready for their journey into Key Stage One.

We nurture children's natural curiosity, playfulness and creativity and use these to help your child fall in love with learning. Forming friendships, establishing learning behaviours and developing an understanding of school life is integral to our approach to Early Years, and we are also passionate about every child experiencing that sense of success which is so crucial to their developing sense of themselves.

We know that a child who thinks they can is much more likely to give it a go, whatever the learning task may be. Children leave Foundation Stage at Victoria with a fantastic attitude to learning and great confidence in their own ability.

Learning is a partnership that we would love you to be a part of. We recognise that a child's learning journey doesn't begin and end at school; that's why we use Tapestry. This is a secure online Learning Journal that allows



parents to see the progress that their child is making in school. This software records photos, observations and comments which help to create a portfolio of your child's learning while they are with us.

You will love seeing your child's photos as they discover new learning for the first time and you'll be amazed by how much your child achieves in their first few years with us!

We believe that, by working together, we can provide the opportunities for your children to reach for the stars and we know that we will all enjoy every minute of their journey there!



## The Curriculum

Over many years, we have created a robust and exciting curriculum with proven results. This child-focused learning journey takes the children in Victoria through 'spirals', giving children the chance to revisit and build on their previous knowledge and experiences until they become experts.



Reading, Writing, Maths, Handwriting and Phonics are at the heart of what we do at Victoria. Our rigorous focus on the core curriculum ensures that each child is able to enjoy success in their learning, regardless of their starting point. Each teacher is equipped with in-depth knowledge of the curriculum and will do whatever it takes to ensure your child succeeds.

In our wider curriculum, we teach all National Curriculum subjects and have carefully scaffolded progression in each subject area to enable children to acquire the skills and knowledge they need to pursue these subjects in greater depth when they move on to secondary school. We believe that children learn best when they are excited about a subject and have worked with many experts over the years to develop a bespoke curriculum journey in each subject.

Our curriculum offers children the opportunity to develop IT skills fit for the 21st century, to find out about the work of artists and exhibit their own artwork, to compete in sporting



competitions, to find out about the world around them through fieldwork, to learn to play an instrument and to perform as part of a musical ensemble, to create quality products to be sold through enterprise projects, to share their learning through verbal presentations to an audience and to pursue historical concepts through drama.

**Our after school clubs and our strong commitment to providing opportunities for trips, visitors and experiences all further enhance the learning experience for your child.**

This rich curriculum is a source of great pride and one which we cannot wait to share with you and your child. Throughout your child's primary years, prepare to be amazed by their rich journey in learning with us.



## Child Rewards

We believe in creating children who find joy and motivation in succeeding and making the right choices. We nurture this through praise and positive feedback that is specific and sincere.

Throughout each week, we make spotting and recognising brilliant learning our job and we are always amazed by the learning our children can achieve! Pupils are encouraged to share their achievements with the Head of School and are actively encouraged to visit and share the things they are proud of.

Adults in our school are always on the look out for positive behaviour and enjoy rewarding this, whether through praise or Dojo points - our school reward system.

Children at Victoria love acquiring Dojo points, which can be exchanged for a range of prizes in our rewards shop. The 'Dojo Shop' is an exciting place for any child - an emporium where children get to trade in the points they have earned through the week for prizes or - if they choose to - they can save their points for something bigger! Prizes range from small (bouncy balls, stationery and puzzles) to large (scooters, footballs and craft kits) and we can

guarantee there is something for everyone in this very special place!

Each week, we also have a celebration assembly where children are recognised for their outstanding achievements through a further range of certificates and awards.

**Parents are encouraged to come along to our celebration and enjoy seeing their children receive their awards.**



## School Meals

We believe that eating in school should be a pleasurable experience and recognise that time spent sharing good food with their peers is one of the most enjoyable aspects of every child's day!



Each day, we offer a meal service where children can choose from multiple options: a traditional dinner, a vegetarian option, a halal option, or a jacket potato with a range of fillings.

We work closely with our school meal provider to ensure that our menu meets the ambitions of the DfE School Food Standards. These School Food Standards are intended to help children develop healthy eating habits and ensure that they get the energy and nutrition they need across the whole school day. Full details of the delicious menu on offer is available on the school website and - whilst children can bring a packed lunch from home if you prefer - all children are strongly encouraged to take a hot school dinner.

**All pupils in the UK are offered a free school meal throughout Reception, Year 1 and Year 2. In addition, children whose parents are eligible for Income Support are entitled to free school meals in Years 3-6.**

If you believe you may be eligible for Free School Meals, please visit the Leeds City Council website, or follow the link:



[www.leeds.gov.uk/schools-and-education/apply-for-free-school-meals](http://www.leeds.gov.uk/schools-and-education/apply-for-free-school-meals)

Payment for meals taken for those not eligible for Free School Meals in Years 3-6 is a very simple online system, so that the process is easy to access for all and meals can be taken on an ad-hoc basis.

During lunchtimes, our values are the same as within the classroom - respectful, honest, safe and responsible. We pride ourselves on good manners and positive behaviour during lunch service and children are well supported by a team who provide a caring and supportive environment. We invest heavily in playground equipment so that lunch times really are enjoyable, safe and fun for everyone.



## Meeting our Children's Needs

Victoria is an academy that is welcoming, caring and safe. We are fully committed to developing warm and positive relationships with our young people and believe that every child is capable of brilliant things.

We create individual pathways for our children which are built around their varied needs and support them to achieve positive outcomes.

It is every staff member's priority to truly make a difference to the lives of each and every child here at Victoria. A part of the Wellspring Academy Trust, we pride ourselves on our exceptional inclusive practice and are absolutely dedicated to achieving the best for each and every young person in our care.

To ensure that your child receives the best possible support whilst in school, we have built strong relationships with outside agencies. These include:

**Speech and Language Therapists**, who work with us to support a child's speech, language and communication needs.

**Occupational Therapists**, who work with us to support a child's sensory and physical needs.

**Educational Psychologists**, who work with us to assess and support children who may be experiencing difficulties in their learning.

**STARS**, who work with us to support children with autism.

**NHS medical Practitioners**, including paediatricians and school nurses, who work with us to support a wide range of medical needs.

**Thrive Practitioners**, who work with us to assess and support children who may be experiencing social and emotional difficulties. Our Thrive Approach helps every child to feel happy and secure, able to enjoy friendships and to be ready and able to learn.

Should your child need support in any of these or other areas, we will be with you each step of the way. Our exceptional Executive SENDCO works closely with all staff and this wide range of outside agencies to create the right learning conditions for every child. Emma has experience working across mainstream schools and specialist provision and has a fantastic knowledge of the needs of all of our children, ensuring each one can thrive during their time with us. If there is anything about your child which you want to talk to us about before your child begins their Victoria journey please contact us: we are here to listen.

## Buddy the Dog

Our school dog, Buddy, is one of our newest recruits at Victoria Primary Academy and is - in fact - still in training. He will be a fully qualified school dog soon enough and is here to help promote pupil (and staff!) wellbeing.

Our research and training tells us a school dog can also help reduce anxiety, improve communication and help to grow confidence levels. That's why we think Buddy is a wonderful addition to our school. **He's already doing a fantastic job and he is always VERY pleased to say 'hello' to anyone and everyone! A cheerier Labradoodle you never did meet!**



A note from Buddy:

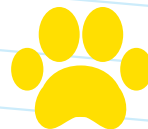
To all my wonderful new friends at Victoria Primary Academy, I am Buddy and I will be your new dog at school. I am a Labradoodle, which is a cross breed of a Labrador and Australian Doodle.

We are known for being outgoing, playful and curious. Us Labradoodle pups inherit some of the best traits from both our parents. This is why I will be an excellent friend for you all at Victoria Primary Academy.

I have started my puppy classes and I am eager to learn. I know we are going to have lots of fun... I am great company and give the best cuddles.

Maybe you can do some research about how to look after me before you come to visit us at Victoria Primary Academy? There will be lots of updates on our Facebook page, so keep an eye out.

I can't wait to meet you very, very soon.



## Starting school in Nursery

Once you have secured a place in our Nursery, we will work with you to ensure your child makes a fantastic start with us.



We will begin with home visits to meet you and your child in their own setting, where they are often much happier to talk to their visiting teacher and ask them questions about school - and whatever else they would like to find out about! These visits will also provide you with key information and allow you to tell us about your child, as well as asking any questions that you may have.

Before they start with us, we will organise some stay and play sessions so that you and your child can visit Nursery together and explore the indoor and outdoor environments.

This is a really important part of the settling process as it allows you to keep talking with your child about the Nursery, the people and the exciting things they will be able to do there.

We like to phase in our Nursery new starters over a number of days, so we will agree a start date with you on our visit.



We encourage children to stay for the full session once they begin with us, but if you would prefer a more gradual entry please talk to us so that we can create a plan which will suit your child.

If you have been offered a place and already have some key questions - you can email us on [info@vpaleeds.co.uk](mailto:info@vpaleeds.co.uk)



# Starting school in Reception

Once you have secured a place, your child will have the opportunity to meet their new teacher.



Over the Summer term, there will be many opportunities for you and your child to find out more about the school and the adults they will be working with. If your child hasn't previously been in our Nursery setting, we will begin with home visits prior to starting school. This allows your child to see their new teacher in a setting which is familiar to them. This first 'hello' ensures that, when your child starts, they have a familiar face to go to.

In June, we will hold a parent information meeting where all parents can come along for an informal questions and answers session, pick up their information pack and very important free school book bag!

In July, we will organise some transition days in the Reception classrooms where your child will have the chance to meet their new friends and adults. Again, if your child has not previously been in our Nursery setting, we will work with you to support your child in this big adventure.

In September, your child will return to school once the school term restarts and we generally encourage all children to stay for the full school day. If any parents would prefer a phased start to their child's Reception year, please speak to us about this as soon as possible so that we can work with you to create a plan which will suit your child.

If you have been offered a place and already have some key questions - you can email us on [info@vpaleeds.co.uk](mailto:info@vpaleeds.co.uk)



## Starting school in **other year groups**

If you are looking for a new school for your child, we would be more than happy to answer any questions which you have about the process.

Whether you are new to the country or area, or are looking for a fresh start for your child, we are keen to talk with you about what Victoria can offer you and your family.

We understand that choosing a new school for your child can be a daunting task; however, we are here to help each step of the way. Parents thinking about joining the Victoria community are encouraged to visit the school at any time.

We would love the opportunity to show you around our beautiful setting and to get to know you and your child.

We very much hope that, after your visit, you choose to apply for a place with us. The application process begins by accessing the Leeds City Council website, and searching 'apply for a school'. Alternatively, you can follow the link below to get straight to the site.



[www.leeds.gov.uk/schools-and-education/school-admissions](http://www.leeds.gov.uk/schools-and-education/school-admissions)

Should you need any help at all, please do not hesitate to contact our office staff, who will gladly guide you through the process.



**Victoria Primary Academy**  
Ivy Avenue, Leeds, LS9 9ER

T. 0113 248 2449

E. [info@vpaleeds.co.uk](mailto:info@vpaleeds.co.uk)

[www.vpaleeds.co.uk](http://www.vpaleeds.co.uk)



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